

SENATE EXECUTIVE COMMITTEE MEETING MINUTES**Thursday November 4, 2021****Via Zoom**

Members Present: Bendavid, Dermendjian, Garrow, Mimura, Neubauer (Chair), Spratt, Walker, White, Williams

Guests: E. Adams, L. Hansen Brown., M. Dozier, D. Guido, H. Heinrich, A. Levin, R. Philip, K. Stevenson, D. Weingarten

Faculty President Neubauer called the meeting to order at 1:02 p.m.

1. Introduction

Faculty President Neubauer welcomed the new Faculty Senate Office Manager, Deborah Kusin, joined by the Senate Executive Committee Members.

2. Approval of SEC minutes

MSP: to approve the SEC Minutes October 14, 2021.

3. Announcements

Faculty President Neubauer shared that all three candidates for the Vice President for University Advancement met the search committee.

4. Provost's Report -Provost Mary-Beth Walker

Provost Walker reported on the following:

- a. Enrollment trends, trajectory, and strategy:
 - a. CSU wide undergraduate enrollment (head count) is down by about 10,000, with variations among campuses. Graduate enrollment (head count) is up by 2,000.
 - b. Nationwide, community college enrollment decreased by 3% last year and another 3% this year, suggesting a changing enrollment trajectory combined with demographic and other environmental issues surrounding enrollment in four-year universities.
 - c. The Enrollment Management Council, including Faculty President Neubauer, some Department Chairs, and Deans, will be the consulting body on enrollment. Invite to the Faculty Senate Meeting in Spring 2022.

- d. While CSUN's application deadline is on December 15, some CSUN campuses pushed it to January and February.
- b. Campus Road Map update:
 - a. Want to have the Road Map to be on agenda for the next SEC meeting.
 - b. The role of the steering committee is to facilitate campus engagement and capture and reflect our collective efforts to co-create the future with shared values and mission.

5. Policy Items – Personnel, Planning, and Review Committee

Lindsay Hansen Brown, Chair of PP&R; Diane Guido & Megan Dozier, Faculty Affairs.

Action Items

Section 707 Written Comments about Lecturers

MSP: to forward this policy to the Faculty Senate as an action item

Section 703.1.2 Authorized Personnel Files

MSP: to forward this policy to the Faculty Senate as an action item

Section 622ff Evaluation of Vice Presidents, Academic-Administrative Employees, Deans, and Associate Deans

MSP: to forward this policy to the Faculty Senate as an action item

Section 621.4.2b Lecturer Evaluations

The feedback included minor editorial and restructuring b. into b. and c.

MSP: to forward the revised policy to the Faculty Senate as an action item

First Reading – Section 606.1.2 Personnel Action File

MSP: to waive the first reading and forward this policy to the Faculty Senate as an action item

6. Discussion Item – Review of comments at Senate Meeting about a designated lecturer seat on Senate Executive Committee

Senators reviewed a comment from a Senator supporting the proposed change in the bylaw. Senators suggested data to support Lecturers' interest in supporting this bylaw change. Faculty President Neubauer refreshed the process to amend the bylaw.

7. Faculty Technology

Ranjit Philip, VP Information Technology; Helen Heinrich, AVP Academic Technology.

New services are available to support faculty with virtual learning, including “Ask and Expert,” a weekly drop in forum; an open Zoom room (8 am- 5pm, M-F); one-to-one appointment; and walk-in service.

8. Policy Item – Graduate Studies Committee

Danielle Spratt, Chair of GSC; Amy Levin, AVP Graduate Studies.

Action Item – Withdrawal Policy

MSP: to forward this policy to the Faculty Senate for the First Reading

9. Bylaw Change – Educational Resources Committee

Kate Stevenson, Chair of ERC.

The current ERC charge is vague about the responsibility. The Committee looked up other CSU campuses to propose a change with greater responsibilities regarding educational resources to the Committee. Senators asked for some clarifications and made editorial suggestions. The ERC will make further revisions of the proposed bylaw and resubmit to the SEC before the next meeting.

10. Policy Item – Educational Policies Committee

Dan Weingarten, Chair of EPC; Elizabeth Adams, AVP Undergraduate Studies.

Action Item – Student Learning Objectives for General Education Area B and Area C

MSP: to forward this policy to the Faculty Senate for the First Reading

11. Review of Standing Committee minutes

GSC: Tseng College will begin offering the Upper Division Writing Proficiency Exam in Spring 2022. The graduate Writing Assessment Requirement (GWAR) will be waived for students graduating through Summer 2022. The SEC is informed about other relevant highlights from the meeting minutes reviewed.

12. Set Agenda for November 18, 2021, Senate Meeting

Agenda items:

- a. Recurring Reports:
 - a. President
 - b. Faculty President
 - c. Provost
 - d. CFA
 - e. Statewide Academic Senator

- b. Jonathan Hay, Associated Students President, 2 minutes report on the Associated Students
- c. Policy Items:
 - a. Personnel Planning and Review Committee items
 - b. Graduate Studies Committee item
 - c. Educational Policies Committee items
- d. Dr. Bobby Espinosa, Director of Desert Consortium, 2 minutes presentation
- e. Debra Hammond, Basic Needs Suite (opening 2022-2023) presentation
- f. IT Presentation
- g. Senator introductions

Some of these items will be on future meeting agenda.

13. Discussion Item – Spring Semester Faculty Senate Meeting Modalities

The Faculty Senate will reserve Kirkland Lecture Hall for flexible meetings in Spring semester. Will poll the Senators on a later date.

Meeting adjourned at 4:01 pm

Submitted by: Yoko Mimura, Secretary of Faculty and Deborah Kusin, Recording Secretary